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OFFICE OF THE SECRETARY OF STATE 90-DAY FOLLOW-UP

On October 7, 2011, the Legislative Services Office released an audit report for the Office of the Secretary of State for the fiscal years 2008, 2009, and 2010. The Office was contacted on January 19, 2012, and this report addresses how it has responded to the two findings and recommendations contained in that report.

FINDING 1

Travel costs are not consistently documented as required by Idaho Code and State travel policies.

We recommended that the Office document travel costs as required by Idaho Code and State travel policies.

AUDIT FOLLOW-UP

The Office has complied with our recommendation by documenting travel cost in accordance with Idaho Code and State Travel Policies.

STATUS – CLOSED

FINDING 2

Internal control weaknesses exist in federal grant accounting and program compliance.

We recommended that the Office develop internal controls and procedures to comply with federal accounting and grant reporting requirements contained in federal regulations.

AUDIT FOLLOW-UP

The Office is developing control procedures to comply with federal accounting and grant reporting requirements. It is still in the processes of implementing these procedures and will continue to work with the State Controller and Legislative Services Office to ensure that the control procedures are implemented properly.

STATUS – OPEN